

Ekaterina Howard

English to Russian, German to Russian
translation of business and marketing materials

Website: <http://pinwheeltrans.com>

ProZ profile: <http://www.proz.com/translator/1726954>

Email: ekaterinahoward@gmail.com, info@pinwheeltrans.com

Phone: +1(919)413-3409

LinkedIn: <https://www.linkedin.com/in/ekaterinahoward>

Overview

- Working as a translator since 2006
- Types of projects: educational materials (e-learning courses), business materials (reports, presentations, correspondence), marketing materials (website copy, promotional materials, brochures)
- Member of ATA, CATI, current Administrator of ATA's Slavic Languages Division, presenter at the ATA 58th Annual Conference.

Select Projects

English to Russian

Presentation on monetary policy (banknote circulation), over 1,000 words, 2013

Business book summaries on a variety of topics, including professional development and career advancement, business planning and strategy, total over 19,700 words, 2014–2017

E-learning materials (scripts, exercises, website copy for external use and ad collateral for a consultancy in HR sphere), over 40,000 words, 2017

German to Russian

Business book summaries on a variety of topics, including sales techniques, professional development and career advancement, business planning, total over 12,600 words, 2014–2017

Report on spatial data infrastructure in Germany, translation, 2010

Translation of a **white paper summary** on land development, 2008

Sample Projects

Translation

Julia Melymbrose, Brand Voice: How the Right Tone of Voice Can Boost Your Business, 2016

<https://business.tutsplus.com/ru/tutorials/brand-voice-how-the-right-tone-of-voice-can-boost-your-business>

Copywriting

Russian "About" page for Alyssa Yorgan-Nosova, From Russian with Style, 2017

<http://www.fromrussianwithstyle.com/n-a-russkom>

Professional Experience

- since 2013 **Translation and copywriting services** as Pinwheel Translations.
Marketing: web copy and brochures, presentations, product and service descriptions.
Business: case studies, summaries, e-learning courses, corporate communications and business correspondence.
Real estate: project briefs and workflows, debriefing documentation, website copy, brochures.
- 2010–2013 Relocation to the United States.
Pro bono **translations** for the Russian Wikipedia, primarily English to Russian translations.
- 2009–2010 GIS-Association, NGO promoting GIS sector, translator (contractor)
Summaries and translations of news, corporate communications and reports
English to Russian: summarizing and translation of industry news, product descriptions and software release information, event announcements, press releases. Translation of interviews and advertising materials.
German to Russian: translation of a report on spatial data infrastructure.
- 2009 Adriatic Style Group, real estate company, content manager (contractor)
Editing and writing copy for the company website, **translation** of news articles and business correspondence.
- 2006–2008 GIS-Association (GIS-Info, publishing company), project manager
Research, translation, editing of articles and interviews, writing reports.
English to Russian: translation of business correspondence, company information and presentations.
German to Russian: translation of a white paper summary on land development, information on industry events and presentations.
- 2006 CitySam AG, internship, **translation and editing of a travel guide** (German to Russian).

Education and CPD

- 2017 **HubSpot Academy Inbound** certification
AdWords certification (email: ekaterinahowsrd@gmail.com)
- 2016 **NYU Transcreation** course (September-December 2016)
- 2014–2015 Belinda Weaver's **Copywriting Masterclass** course, including basic principles of SEO
- 2002–2008 **Management Science** (BA and MA; curriculum included **business translation** courses), Moscow State Linguistic University, Moscow, Russia
- 2005–2006 **Business Administration** (exchange student, DAAD scholarship), Philipp University of Marburg, Germany

CAT Tools

memoQ 6.2, memoQ 6.5.19, Trados Studio 2015